

DEPARTMENT OF COMMERCE

TOOLS AND TECHNIQUES FOR FINDING THE BEST TALENT

Hiring Flexibilities	Program Description	Potential Applicant Pool with Additional Internet and/or Point of Contact Information
Veterans Appointing Authorities - Veterans Recruitment Appointment (VRA) - 30 Percent or More Disabled Veterans - Veterans Employment Opportunities Act of 1998 (VEOA) - Operation Warfighter	<p>VRA allows appointment of eligible veterans up to the GS-11 or equivalent Veterans are hired under excepted appointments to positions that are otherwise in the competitive service. After the individual satisfactorily completes 2 years of service, the veteran must be converted noncompetitively to a career or career-conditional appointment. FTE required.</p> <p>This authority enables a hiring manager to appoint an eligible candidate to any position for which he or she is qualified, without competition. Unlike the VRA, there's no grade-level limitation. Initial appointments are time-limited, lasting more than 60 days; however, you may noncompetitively convert the individual to permanent status at any time during the time-limited appointment. FTE required.</p> <p>This flexibility gives eligible veterans access to compete for jobs that otherwise only would have been available to status employees. In VEOA appointments, veterans are not accorded preference as a factor, but they are allowed to compete for job opportunities that are not offered to other external candidates. A VEOA eligible who is selected will be given a career or career-conditional appointment. FTE required.</p> <p>This is a program for wounded military personnel undergoing medical treatment at Walter Reed Army Medical Center. Assignments are up to 90 days. No FTE required. Salaries are paid by Department of Defense (DoD).</p>	<p>Veterans</p> <p>https://publish.doc.gov/ohrm/Careers/Veterans/index.htm</p> <p>Program is administered by. Edner Escarne, OCHCS&IS, 202-482-8241, EEscarne@doc.gov</p>
USAJOBS - General Vacancy Announcement	<p>Excellent tool for filling numerous vacancies in the same series/grade. This generates the maximum number of applicants. FTE required.</p>	<p>All sources</p> <p>http://usajobs.opm.gov</p> <p>Contact your servicing HR office</p>

Hiring Flexibilities	Program Description	Potential Applicant Pool with Additional Internet and/or Point of Contact Information
Presidential Management Fellows Program 1. Fellows 2. Senior Fellows	Initial appointments are for a 2-year fellowship period. At the end of 2 years, successful applicant must be non-competitively converted to permanent. All applicants have an advanced degree and a high GPA. <ul style="list-style-type: none"> • Appointments at the GS-09, 11 or 12 grade levels • Appointments at the GS-13, 14 or 15 grade levels 	Selection made from a pre-screened pool of high potential applicants provided by OPM. http://pmf.opm.gov
Postsecondary Internship Program Program Partners: <ul style="list-style-type: none"> • Hispanic Association of Colleges and Universities (HACU) • Minority Access, Inc. • Washington Center for Internship and Academic Seminars • Oak Ridge Associated Universities 	Appointments are for 10 weeks (fall, spring or summer). Provides the opportunity to assess skills prior to job offer. No FTE required.	Selection made from a pre-screened pool of high potential college undergraduate and graduate students. https://publish.doc.gov/ohrm/Careers/StudentCareerOpportunities/DEV01_005843 Program is administered by Valerie Revelez, OCHCS&IS, 202-482-4425, VRevez@doc.gov
Federal Career Intern Program (FCIP)	Currently used by the Department to select accountants. Applicants receive a 2-year internship period and may be converted to a permanent position. FTE required. Selection made at the GS-5, 7, or 9 grade levels.	All sources https://opm.gov/careerintern/
Student Education Employment Program: 1. Student Career Experience Program (SCEP) (Formerly Co-op) 2. Student Temporary Employment Program (STEP)	Successful individuals are observed by Mgrs before placement. <ul style="list-style-type: none"> • A work study program where students are hired to work in their academic field of study. Students may be non-competitively converted to a permanent position. • A work-study program where students are hired on a temporary basis during the school year and/or summer to jobs that may or may not be related to the student's academic field. In both programs FTE required. 	Students in good academic standing. This program is available <u>only while</u> the employee is a student. https://publish.doc.gov/ohrm/Careers/StudentCareerOpportunities/index.htm Contact your servicing HR office
Workforce Recruitment Program for Persons with Disabilities	Successful individuals may be non-competitively appointed to career positions. Provides work experience for college students with disabilities. Pool of pre-screened applicants provided by the Dept. of Labor. FTE required.	www.dol.gov/odep/programs/workforc.htm Program is administered by Jennifer Croft, OCR, 202-482-8187, jcroft@doc.gov
Microsoft – American Association of People with Disabilities Federal IT Internship Program	College students under this program perform a 10-week summer internship. All costs are paid by Microsoft. No FTE required.	Program is administered by Edner Escarne, OCHCS&IS (202) 482-8241, EEscarne@doc.gov and Jerry Harper, OCIO (202) 482-0222, JHarper@doc.gov

Managers should consult their servicing HR offices for additional information. Deborah A. Jefferson, Director for Human Resources Management